

Basics 7: How to Use the Text Tool

Using the Text Tool is a very important skill to know how to use well. We'll start with a blank document and work on this lesson from scratch. After this lesson, there will be a bonus lesson that will help you to better understand the Text Tool and how child layers work.

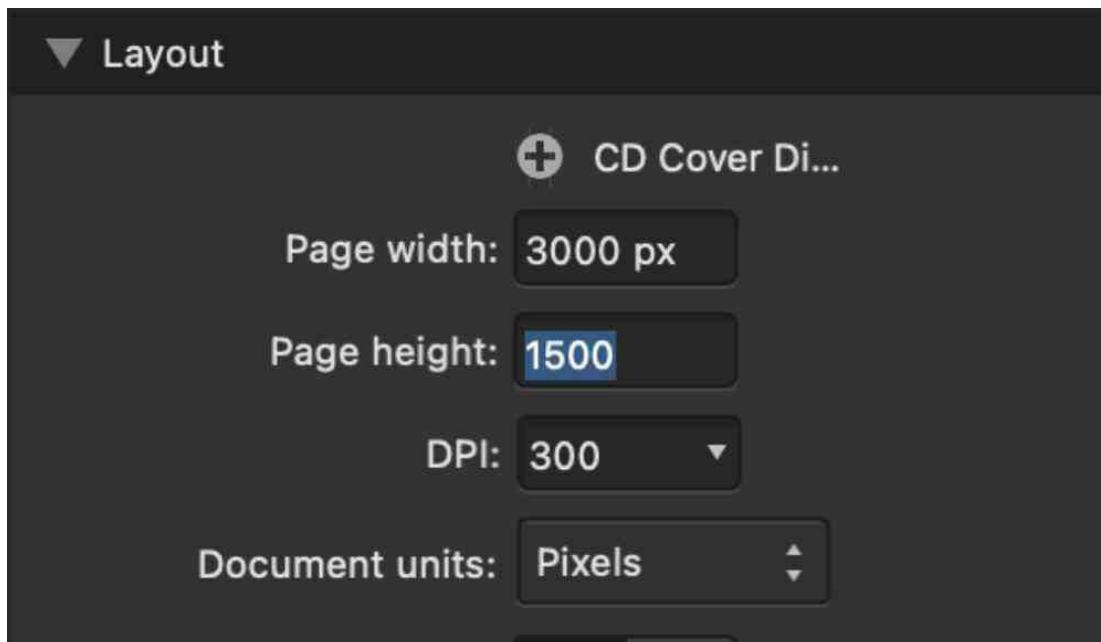
When we started using Designer, we didn't have anyone tell us what child layers were, nor how they worked. Because of this experience, we want to make sure we teach what they are at the start of your learning process. We think they're that valuable to know.

For this lesson, we'll teach you the basics of using the Text Tool and some extras to enhance your learning. Pay attention to the change of the new document's height when you read the intro below.

Ready to start?

Create a **New Document** to these specifics:

- **Web - CD Cover Digital Release**
- **Height - 1500 px** (simply *click* the **Height value box** and *type* **1500** and *press* Return).
- **Transparent Background** (*checked*).



You should now have a document in front of you that is twice as wide as it is high.

When we click on the Artistic Text Tool, new options will appear on the Contextual Toolbar where we can do a variety of changes to our initial text.

Here's a list of our options on the Contextual Toolbar (from left to right):



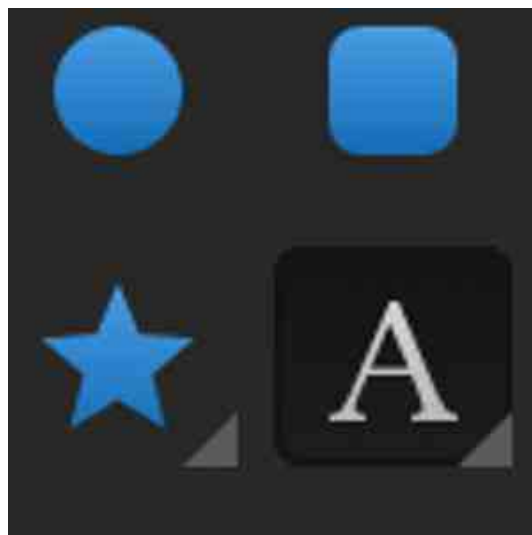
- *Change its **Font & Font size** (also possible by using the Move Tool)*
- *Change its **characteristics** (Regular, Italic, Bold).*
- *Change its **color***



- *Change its **alignment** to the page (Left, Center, Right)*
- *Change its **justified position** (Left, Center, Right, All)*
- *Change its **location** on the page using the Alignments icons*

Now that you know the different options we have when using the Text Tool, let's see them in action so you'll have some hands-on experience.

*Click on the **Artistic Text Tool** so it's active. From here on out, we'll just call it the Text Tool to keep its name shorter.*

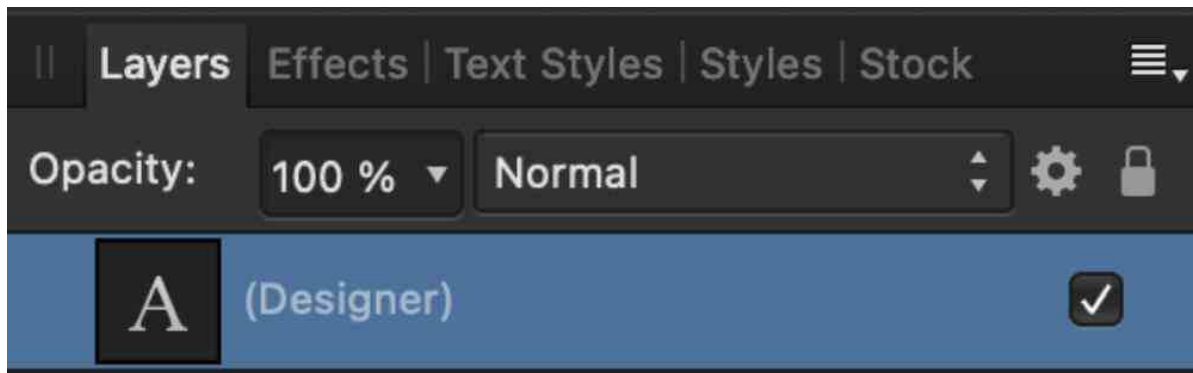


*Click on the **left-side of the document** & drag out the **size of our first***

letter. Try to keep it about one-quarter the height of the document.

Type **Designer** (see two images below for reference).

Go to the **Layers Panel** & click on the **Designer** layer so it's highlighted in blue. This means the text object in the document is actively selected and we can now make edits to it by using the options in the Contextual Toolbar.



Note: Another way to know if an object is actively selected is to see if it is surrounded by blue nodes - as is the case of our word.

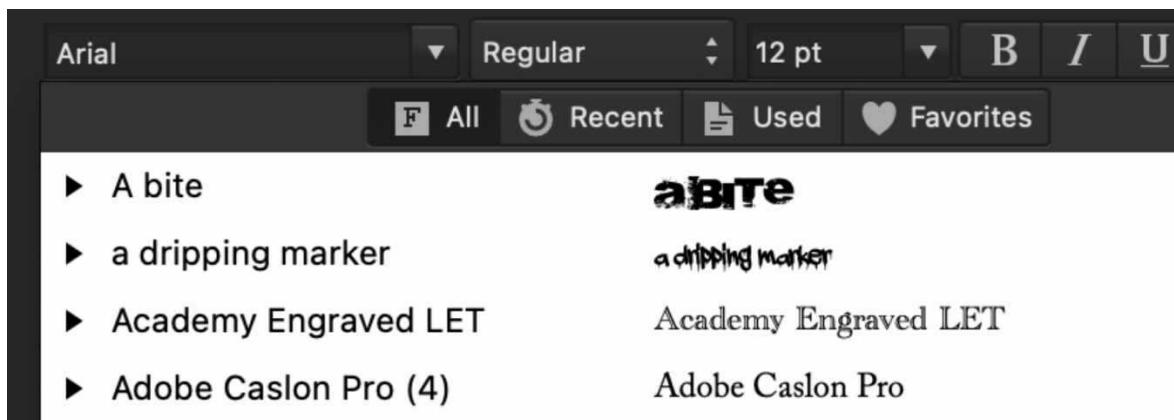


Go to the **Contextual Toolbar** and let's make some changes to our text. On the far left-side is the Font drop-down list.

Click on the **Font name** (in our case it's Arial) and immediately a drop-down window will appear with a lot of choices for different Fonts. Don't worry if we have more than you. Adding new fonts to Designer is a simple process.

Here is what a small portion of our available fonts look like. If you know the

name of a favorite font of yours, you can find it by typing its name where "Arial" is.



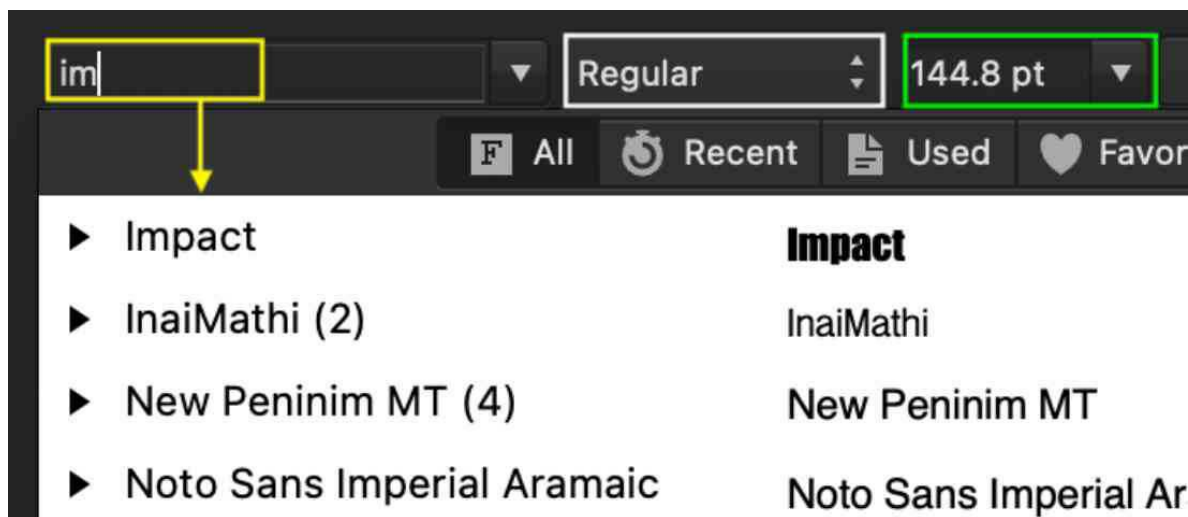
Our favorite font is **Impact**. Let's have you find it and use it, too.

Note: If you don't have the Impact font, please use **Arial Black** instead. We'll teach you how you can upload new fonts to Designer in our first lesson after the Basics.

*Double-click on **Arial** so its word is highlighted in blue.*

Type "im" and Designer will find the font that starts with those two letters.

*Click on the **Impact** font in the drop-down window and our word on the document will change to Impact.*



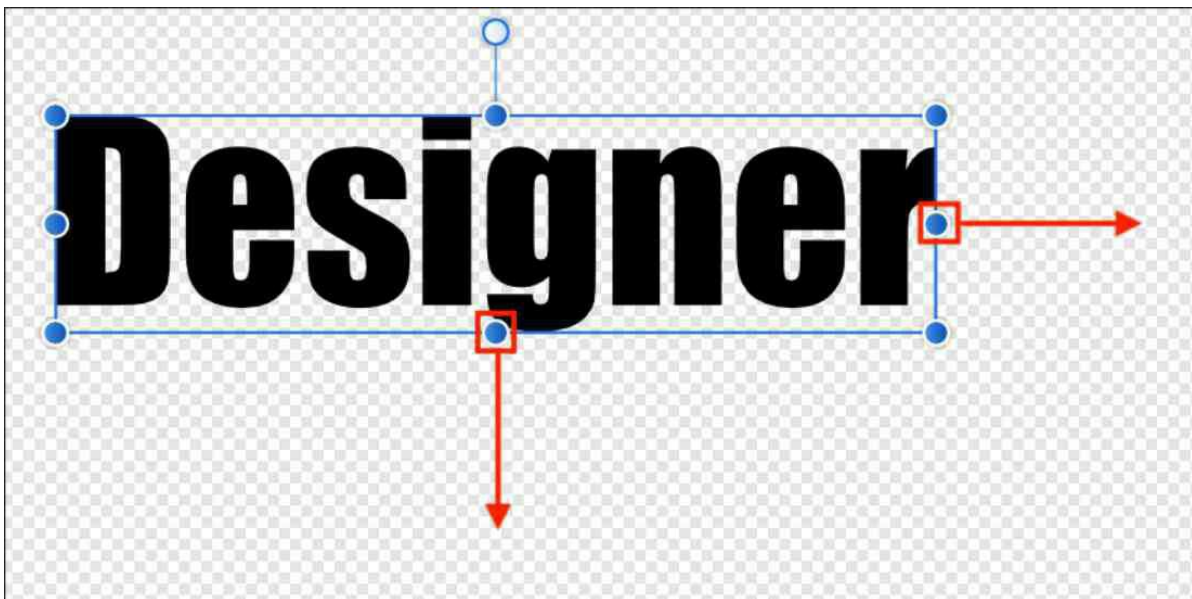
Note: We love it when our workflow is as fast as possible. So, where we could write out the whole word "Impact," there's no real need for it.

Impact is already a bold text, so the next option in the Contextual where we could change our text's characteristics (see white rectangle above) isn't an option for us.

The next option for us to alter our text is the font size (see green rectangle above). We could use this, but a better option, one that gives us more control, is to use the blue nodes that surround our text and use a click & drag motion on the four corner nodes to increase (or decrease) the size of our text.

So, let's make our text larger and make it fit the document as we want it to.

This is starting position of our text in our document:



For the next two actions, look at the red squares and red arrows:

*Click on the **middle-bottom blue node** and **drag** the **text downwards** towards the bottom of the document.*

*Click on the **middle-right node** and **drag** the **text to the right** towards the right border.*

This is the new position and size of our text in our document:



Now that we have our word in its correct font, size, and position, let's continue moving across the Contextual Toolbar's options.

The next option for us is to change our text's color. We can do this two ways. We could use the Color Box on the Contextual Toolbar (see yellow rectangle around a solid black rectangle) or we can go to the Color Wheel and click on any of the colors.

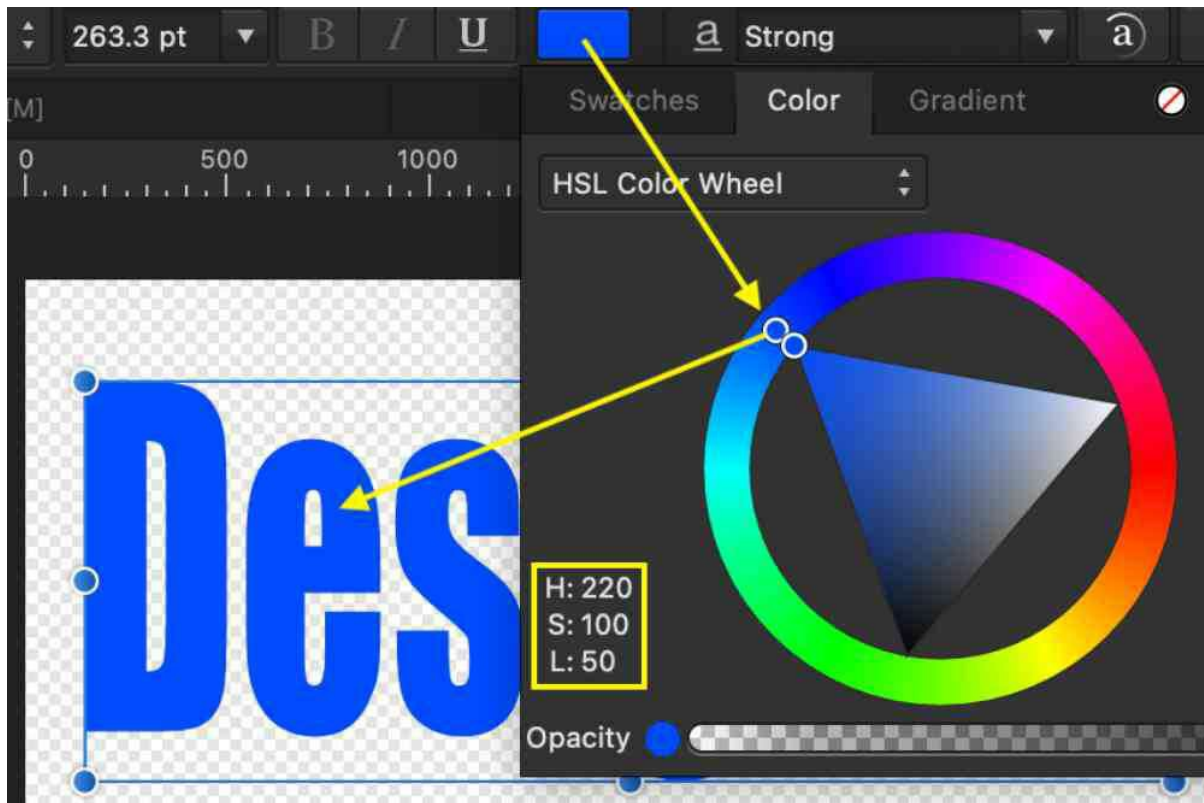


Let's use the option on the Contextual Toolbar because once we click on the black rectangle a pop-out window will appear with another Color Wheel we'll use to change our font's color. It seems redundant to have two Color Wheels on the same screen, but it is what it is.

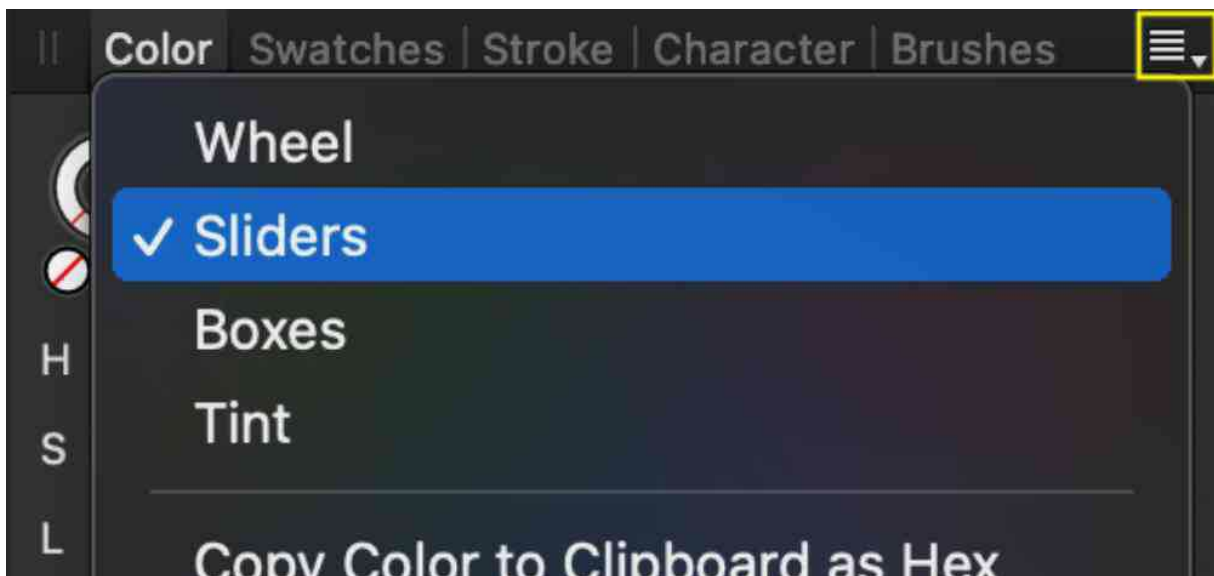
*Go to the **Contextual Toolbar** and *click* on the text's **Color Box**.*

*Choose a nice **blue color** on the outside ring of the Color Wheel. The arrows represent the three parts that are the same color (Color box, Color Wheel, Text).*

We placed a yellow rectangle over the HSL values in case you wanted to use the same color as we've chosen. You'll have to move the outside Color Wheel to so the H: value is 220.



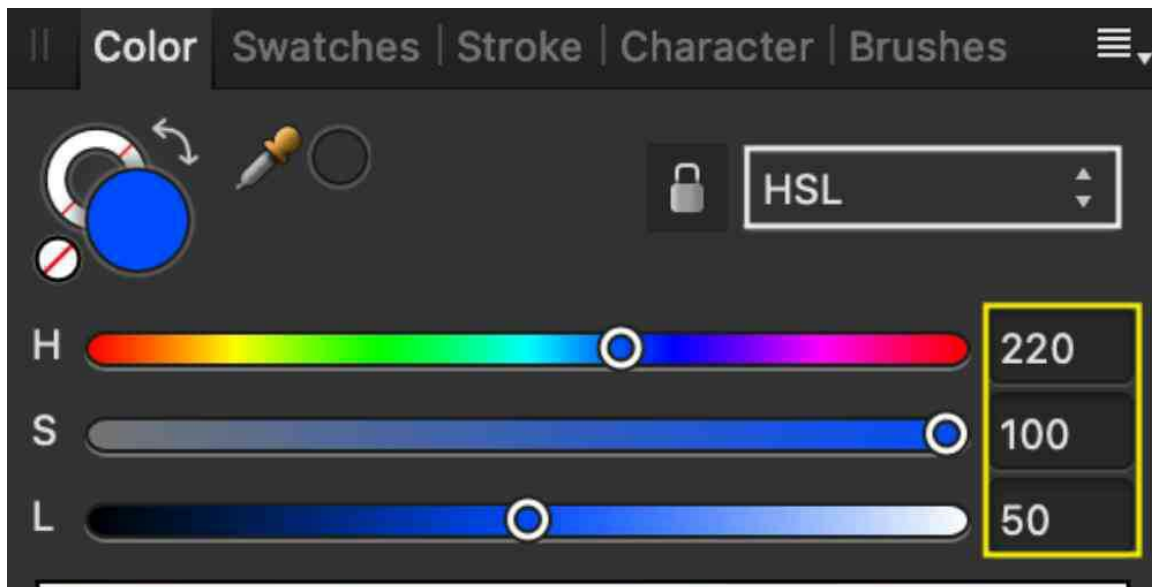
If you are unable to move the Color Wheel to our specific HSL values, you can also go to the Colors Panel and *click* on its **menu icon** (see yellow rectangle in the image below) and then *click* on **Sliders**.



In the pop-out window, you'll have to *change* the **Color Space** (see white rectangle) to HSL. Then, you can *type* **220, 100, 50** in the HSL value boxes

(see yellow rectangle).

This is how you can perfectly match our color to yours.



Going back to our document with our blue-colored word Designer. The next option we listed was the alignment of our text and its justification.

Unfortunately, for these options to have an effect on our text, we'd need more than just one word.

The next edit we can do on the Contextual Toolbar is the Convert to Curves (see white rectangle). Just to let you know, this is not a beginner-friendly edit.



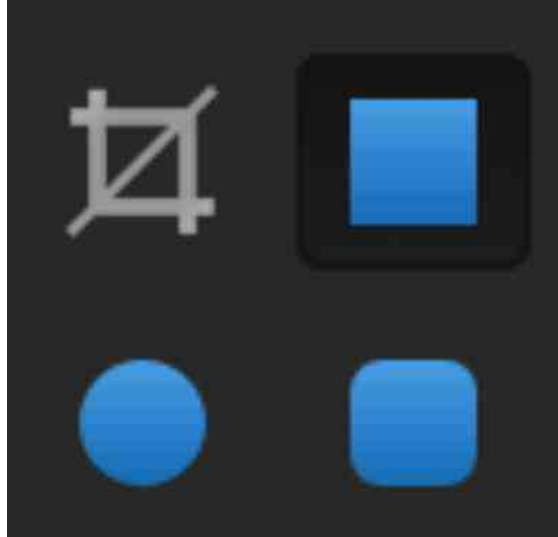
After the Convert to Curves option are the Text position icons (see yellow rectangle). We want you to spend a few minutes and click on each one of these icons and watch how the text responds.

When you are done, bring the text back to its starting position in the center of the document.

We are almost done, but we have one more edit to make to our word. We don't want to leave the word alone on a transparent background. So, let's create a black background for it.

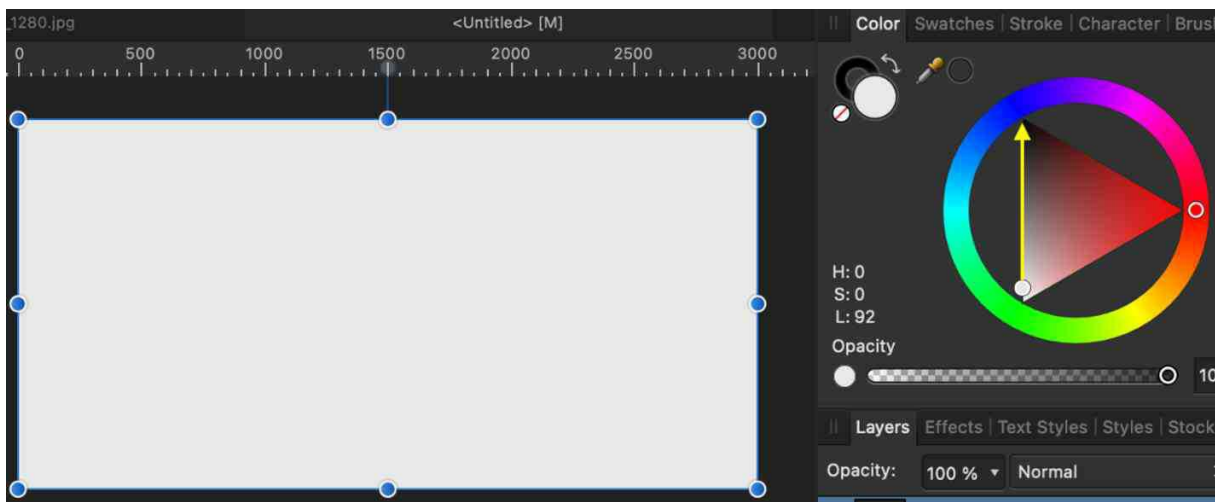
To do this...

*Click on the **Rectangle Tool** so it's activated. You know a tool is active when it has a dark field around it like you can see in this screenshot.*



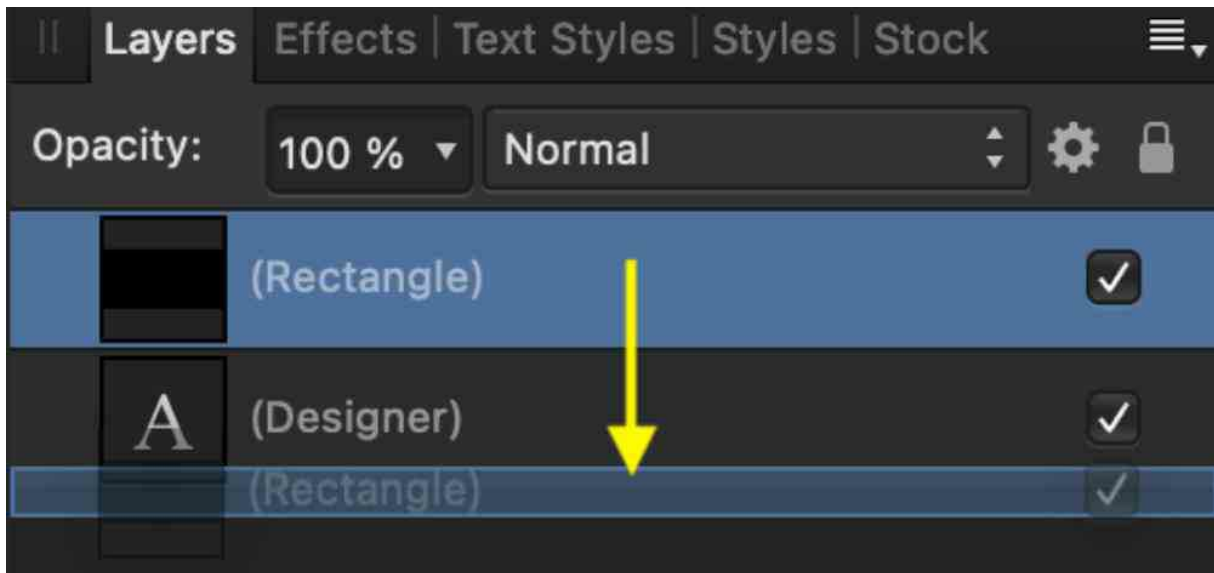
*Click & drag a **rectangle** over the entire document so all we see is a white box. When doing this often-used action, try to keep the rectangle shape as close to the border of the document as possible. Use the blue nodes to reposition the new rectangle shape so it fits as precisely as possible.*

*Go to the **Color Wheel** and *move the inner node* straight up (see the yellow arrow in the below image for this action) so the background color will change to black.*



*Go to the **Layers Panel** and *click & drag the top Rectangle layer* beneath*

the Text layer (see yellow arrow for this action).



Done. This is our final image:



Finished. This ends this lesson.

Bonus Lesson: Learning How to Use Child Layers (and more Text Tool practice).

We think having a good understanding of child layers is so important, we thought we'd throw in this free lesson for you. Since repetition is the best teacher, let's keep learning.

In this lesson, we're going to take four steps to create a cool word art effect.

1. We'll type "Beach Lifestyle" on our document and re-center it.
2. We'll create a blue background layer and move it to the bottom of the Layers Stack.
3. We'll place a photo of a beach scene below-and-to-the-right (a child layer) of the text layer. The beach image will be inside the text layer because this is what a child layer does - it affects only the layer it's attached to.

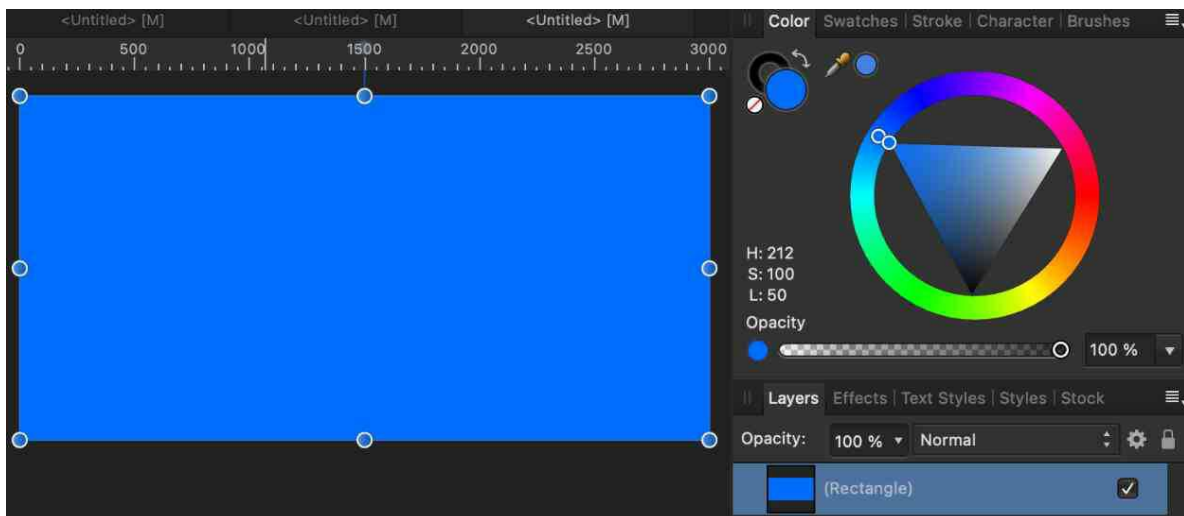
Ready to start learning?

Create a **New Document** to these specifics:

- **Web - CD Cover Digital Release**
- **Height - 1500px**
- **Transparent Background** (*checked*).

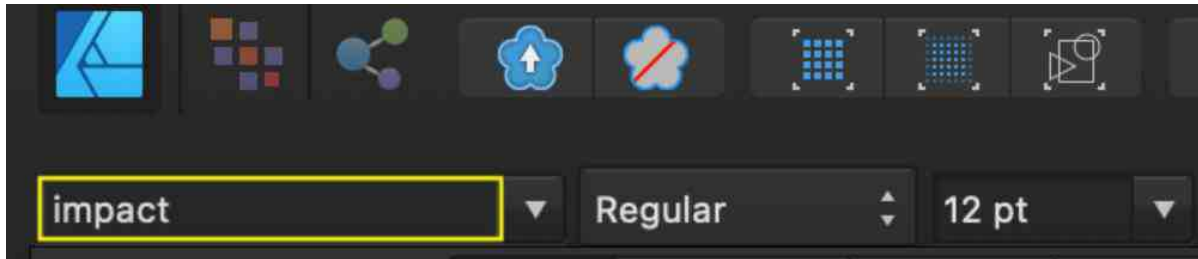
Select the **Rectangle Tool** and *click & drag* a **rectangle** over the document.

Go to the **Color Wheel** and *click* on a nice **blue** color.



Select the **Artistic Text Tool**.

Go to the **Contextual Toolbar** and type **impact** in the Font selection box (see yellow rectangle). If you don't have the impact font, choose another that has thick characters.



Press **Caps lock** on your keyboard.

Type **Beach** on one level and type **Lifestyle** on the next.

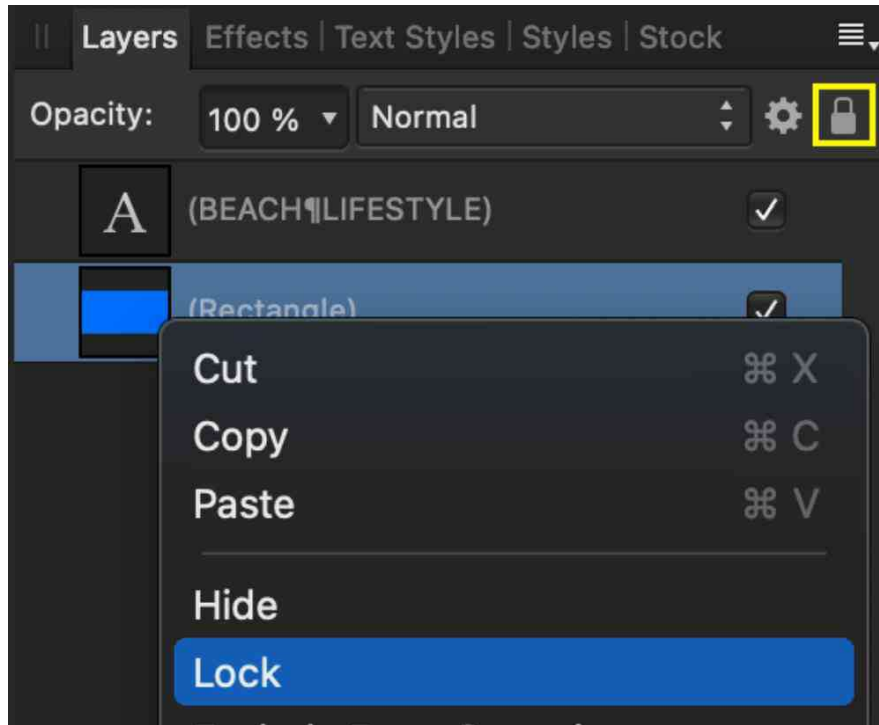
Try to get your document to look like ours. The entire document is not shown, just the text.



Go to the **Layers Panel** and *click* on the bottom **Rectangle layer** so it's highlighted in blue.

We now want to lock this background layer, so it won't move around while we do our other edits. When you want to lock a layer, there's four ways to do it.

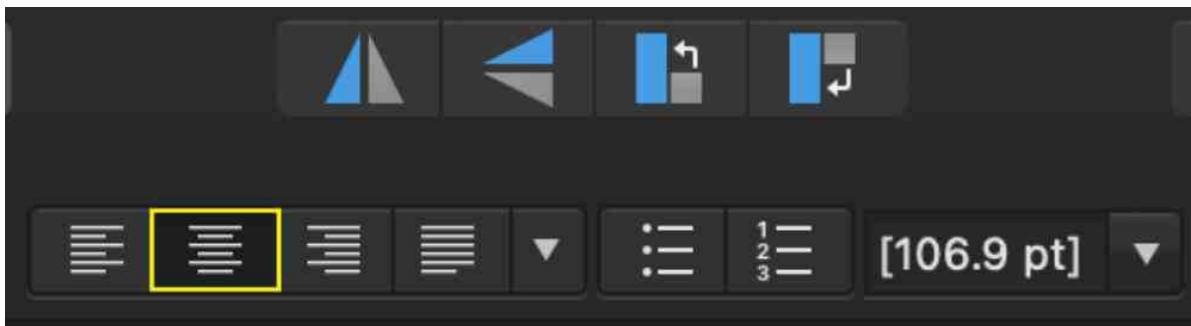
1. Go to the **Menu bar - Layer - Lock**
2. Press **Ctrl/Cmd+L**
3. Click on the **lock icon** in the Layers Panel area (see the yellow rectangle below).
4. *Right-click* and select **Lock**.



Lock the **Rectangle layer** however you want. After you've locked a layer, there will be a lock icon on its layer.

Click on the **BEACH LIFESTYLE** layer so it's highlighted in blue.

Go to the **Contextual Toolbar** and *click* on the **Center Align** button (see the yellow rectangle in the below image).



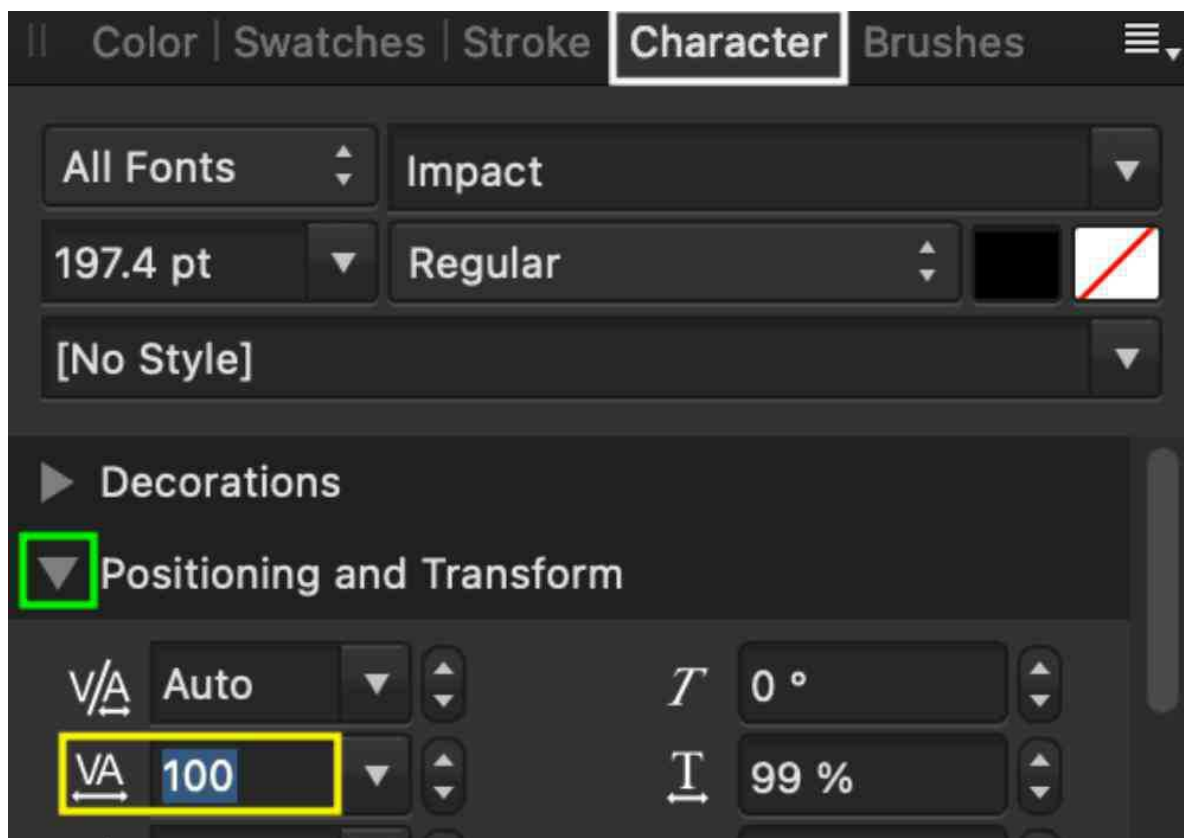
Now that the text is centered, let's adjust the spacing of the letters to

"BEACH" so that the word extends a bit more either way in comparison to the underlying word.

Click on the **Character Panel** (see the white rectangle in the below image) to open the **Positioning and Transform** panel.

Note: You may have to click on the Positioning and Transform **group icon** (see the green rectangle in the below image) to open the drop-down menu where we typed 100. If so, then just click on its group icon and you'll see what we have.

Double-click on the **Text Tracking value box** (see the yellow rectangle in the below image) and *type 100*. Feel free to use its slider, if you prefer.



We now need to resize the text, so it extends as far to the bottom corners as possible. To do this, we'll use the Shift key and the bottom right blue node and then the top left blue node.

Hold-down the **Shift** key while you *click & drag* the **bottom-right blue node** into the bottom-right corner of the document.



*Hold-down the **Shift** key while you *click & drag* the **top-left blue node** into the top-left corner of the document.*

This is what your document should look like now:



Note: If we had only used the blue nodes and not the Shift key, we wouldn't be able to extend the text to the very edges of the document.

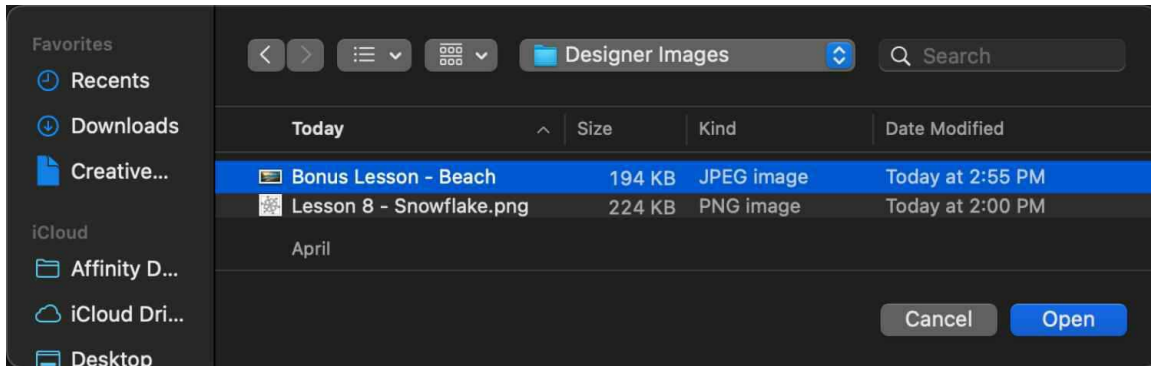
Now, we need to open the image with the beach image.

Press **Ctrl/Cmd+O** to ***open*** a new image. Here is the current hyperlink to

the image we'll be using. If you have problems opening up this hyperlink, email us and we'll send you the Designer Images folder over email.

<https://pixabay.com/de/photos/strand-sonne-abend-sommer-meer-2836300/>

*Find the **image** in your folders and **click Open**.*



Press **Ctrl/Cmd+C** to **copy** the beach image. It should be right in front of you after you open it from its original location.

Go to our **text document** and **press Ctrl/Cmd+V** to **paste** the beach image on top of the document. When you do this, the beach image as well as its corresponding layer will be above the other two layers. The image will be small because our document is larger (3000 pixels x 1500 pixels) than the image.

Select the **Move Tool** and then **click & drag** the **lower right corner blue node** and extend the image over the entire document. When you do this, you'll see that it's not possible without extending beyond the border of the document. This is ok to do, but now you know that if you hold-down the Shift key while extending the blue nodes that it's easier to cover the entire document.

Do either of these actions:

- *Hold-down the **Shift key** and **click & drag** the **beach image** to perfectly cover the document.*
- *Click & drag the **beach image** beyond the border of the document.*

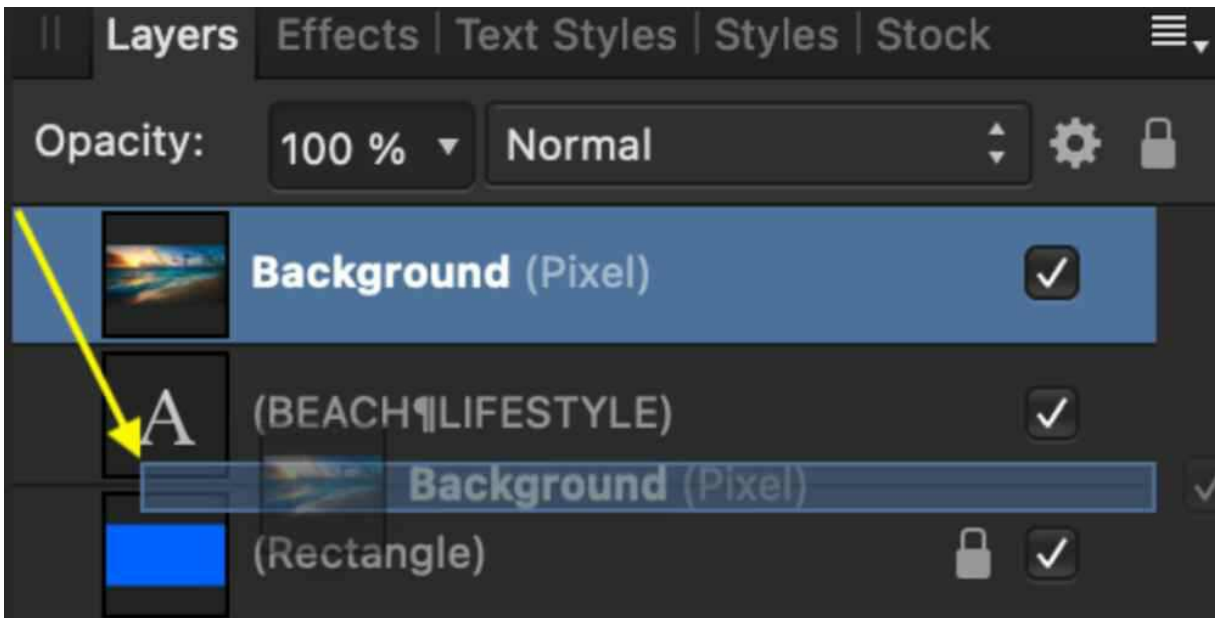
Note: Maybe the second choice is better in this instance because it will give us more leeway if we want to reposition the beach image when it is behind the text.

Go to the **Layers Panel** and make sure there are three layers:

1. **Top:** Beach image
2. **Middle:** Text
3. **Bottom:** Rectangle

Now, let's make a child layer.

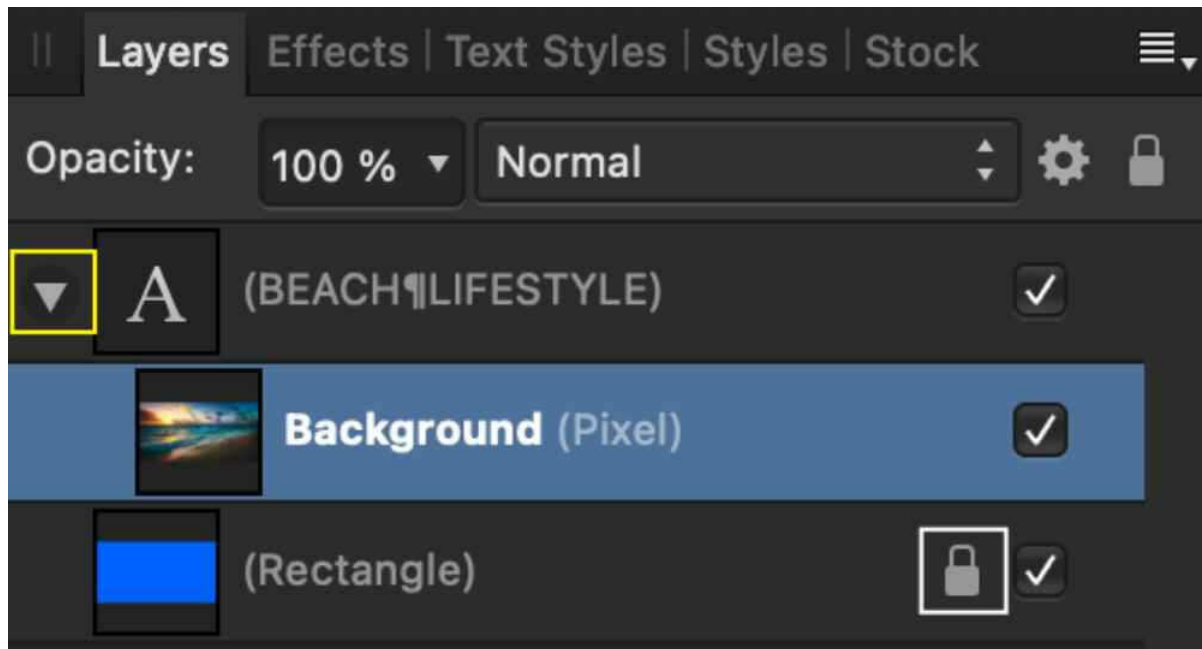
Click on the **top layer** so it's highlighted in blue and then *drag* it **below-and-to-the-right of the middle layer**.



Review: Before we continue, let's review what we've learnt about child layers.

These layers, when repositioned in the Layers Stack only affect the layer they're attached to, and not layers below them. After we did the action above, we can now see the bottom blue Rectangle layer. The beach image has affected the text so instead of a black fill, we see the beach image.

This is what our Layers Panel should look like now:



Review: What do the icons that we surrounded with the yellow and white squares mean?

Done: This is our almost-final image. It is also called Word Art.



Before we go, there is one final edit we can do to this image. If you'd like to reposition the beach image in the text, do this:

*Click on the **child layer** so it's highlighted in blue (maybe already is).*

Click on the **bottom right-hand blue node** and *extend* the **beach image** beyond the document (see the below image).



Click on the **middle of the beach image** and *drag* it **around to your perfect spot**.

We think it looks best when the ocean's horizon in parallel with the lower portion of the **A**.

This is now the new final image.

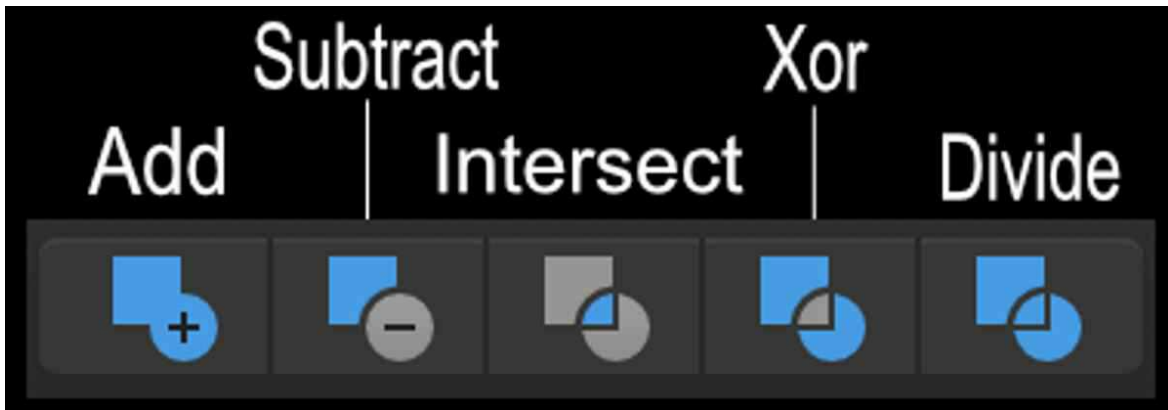


Finished. This ends this lesson on how to use child layers.

Basics 8: How to Combine Shapes Using the Boolean Tools

Combining shapes is a pretty standard skill to use in Designer. It allows us to make unique shapes very quickly.

The Boolean Tools are located in the Toolbar above-and-to-the-left of the Colors Panel. Here is an image of the five Boolean Tools with their names typed out for you.



In order to use the Boolean Tools, we need to have at least two objects selected at the same time. We'll keep this lesson as simple as we can and only use two objects. We'll create one pink circle and then duplicate it. These will be our two shapes.

Instead of trying to explain how to use these tools, let's just jump in...

Ready to start? If so, then let's...

*Create a **New Document** with these specifics:*

- **Web - CD Cover Digital Release**
- **Transparent Background** (*checked*)

Did you remember the shortcut to quickly create a new document? (Answer: **Ctrl/Cmd+N**).

*Select the **Ellipse Tool** and **hold-down** the **Shift key** as you *click & drag* out **one circle shape** on the middle-left side of the document.*

*Click on the **pink color** on the Color wheel to change its color.*